

# STAFFING AUTHORIZATION

## Executive Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Administration</b>			
Mayor	1.00	1.00	1.00
Assistant to the Mayor	1.00	1.00	1.00
Senior Policy Analyst	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Executive Office Coordinator	1.00	1.00	1.00
	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
<b>Community Affairs <sup>1</sup></b>			
Marketing and Community Affairs Manager	1.00	1.00	1.00
Program Coordinator	1.00	1.00	1.00
Audio/Visual Operations Manager	1.00	1.00	1.00
Program Administrator	1.00	1.00	1.00
Employee Transportation Coordinator	0.50	0.50	0.50
Webmaster	0.50	0.50	1.00 <sup>2</sup>
Cable Program Coordinator	1.00	1.00	1.00
	<u>6.00</u>	<u>6.00</u>	<u>6.50</u>
<b>TOTAL FTEs</b>	11.00	11.00	11.50
<b>SUPPLEMENTAL FTEs</b>	0.00	0.00	0.00 <sup>3</sup>

1. In 2006, the Community Affairs division was moved from the Planning department to the Executive department.

2. Proposed funding for the 0.50 FTE increase has been eliminated, but departments have discretion to manage within spending limits, which may affect the status of this position.

3. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

NOTE: Although the Prosecutor's Division reports to the Deputy Executive, the FTEs are listed under the Legal Department.

# STAFFING AUTHORIZATION

## Finance and Information Services Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Administration</b>			
Director	1.00	1.00	1.00
Cash Manager	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00
	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<b>Financial Planning</b>			
Financial Planning Manager	1.00	1.00	1.00
Financial Analyst - Senior	3.00	3.00	4.00 <sup>1</sup>
	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
<b>City Clerk</b>			
City Clerk	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00
Administrative Assistant	1.56	1.56	1.56
	<u>3.56</u>	<u>3.56</u>	<u>3.56</u>
<b>Accounting and Financial Reporting</b>			
Accounting Manager	1.00	1.00	1.00
Payroll Supervisor	1.00	1.00	1.00
Payroll Accountant	0.00	0.00	1.00 <sup>1</sup>
Payroll Analysts	2.00	2.00	2.00
Accountant	1.00	1.00	1.00
Financial Analyst - Senior	1.00	1.00	1.00
Accountant - Senior	1.00	1.00	1.00
Administrative Specialist	0.60	0.60	0.60
	<u>7.60</u>	<u>7.60</u>	<u>8.60</u>
<b>Customer Service</b>			
Customer Service Manager	1.00	1.00	1.00
Revenue and Consumer Affairs Technicians	5.31	5.31	6.31 <sup>1</sup>
	<u>6.31</u>	<u>6.31</u>	<u>7.31</u>

## STAFFING AUTHORIZATION

### Finance and Information Services Department, continued

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Purchasing/Accounts Payable/Fixed Assets</b>			
Purchasing Manager	1.00	1.00	1.00
Buyer - Associate	1.00	1.00	1.00
Buyer	1.00	1.00	1.00
Buyer - Senior	1.00	1.00	1.00
Financial Technicians - Senior	2.00	2.00	2.00
Financial Technician	0.50	0.50	0.50
Financial Analyst - Senior	0.63	0.83	0.83
	<u>7.13</u>	<u>7.33</u>	<u>7.33</u>
<b>Reprographics</b>			
Reprographics Supervisor	1.00	1.00	1.00
Print Shop Specialist	1.00	1.00	1.00
Graphics Technician	1.00	1.00	1.00
	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<b>TOTAL FTEs</b>	34.60	34.80	37.80
<b>SUPPLEMENTAL FTEs</b>	1.48	1.48	1.48 <sup>2</sup>

1. Proposed funding eliminated, but departments have discretion to manage within spending limits, which may affect the status of these new positions.

2. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

## STAFFING AUTHORIZATION

### Fire Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Administration</b>			
Fire Chief	1.00	1.00	1.00
Emergency Preparedness Manager	1.00	1.00	1.00
	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Operations</b>			
Deputy Chief	1.00	1.00	1.00
Battalion Chiefs - Suppression, EMS, & Technical Rescue	3.00	3.00	3.00
Battalion Chief - Training	1.00	1.00	1.00
Training Captain	1.00	1.00	1.00
Captain	6.00	6.00	6.00
Lieutenants	12.00	12.00	12.00
Driver/Operators	18.00	18.00	18.00
Firefighters	45.00	45.00	53.00 <sup>1</sup>
	<u>87.00</u>	<u>87.00</u>	<u>95.00</u>
<b>Administration</b>			
Deputy Chief	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00
Assistant Fire Marshal	2.00	2.00	2.00
Fire Inspectors	8.00	8.00	8.00
Public Education / Information Officer	1.00	1.00	1.00
Fire Mechanic	1.00	1.00	1.00
Assistant Fire Mechanic	1.00	1.00	1.00
Administrative Assistants	1.00	1.00	1.00
Tech Systems Coordinator	1.00	1.00	1.00
Office Technician	2.20	2.20	2.20
	<u>19.20</u>	<u>19.20</u>	<u>19.20</u>
<b>TOTAL FTEs</b>	108.20	108.20	116.20
<b>SUPPLEMENTAL FTEs</b>	0.15	0.15	0.15 <sup>2</sup>

1. 8 Firefighters approved and funded in the 2007-08 budget.

2. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

**STAFFING AUTHORIZATION**  
**Human Resources Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
<b>Administration</b>			
Director	1.00	1.00	1.00
Employment and Training Manager	1.00	1.00	1.00
Compensation Manager	1.00	1.00	1.00
Benefits Administrator	1.00	1.00	1.00
Compensation and Benefits Analyst	1.00	1.00	1.13 <sup>1</sup>
Human Resources Generalist	1.00	1.00	2.00 <sup>2</sup>
Department Administrative Coordinator	1.00	1.00	1.00
Human Resources Assistant	1.00	1.00	1.50 <sup>1</sup>
<b>TOTAL FTEs</b>	8.00	8.00	9.63
<b>SUPPLEMENTAL FTEs</b>	0.33	0.33	0.33 <sup>3</sup>

1. Increase in FTEs due to reallocation of resources within the department: \$0 impact.

2. Proposed funding eliminated, but department has discretion to manage within its spending limit, which may affect the status of this position.

3. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

# STAFFING AUTHORIZATION

## Legal Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Legal</b>			
Prosecutor	1.00	1.00	1.00
Deputy Prosecutor	1.50	1.50	1.50
Legal Secretary	1.00	1.00	1.00
Paralegal	0.75	0.75	0.75
<b>TOTAL FTEs</b>	4.25	4.25	4.25
<b>SUPPLEMENTAL FTEs</b>	0.00	0.00	0.00 <sup>1</sup>

1. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

# STAFFING AUTHORIZATION

## Parks and Recreation Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Administration</b>			
Director	1.00	1.00	1.00
Planning Administration Manager	1.00	1.00	1.00
Administrative Assistant III	1.00	1.00	1.00
Park Planner	2.00	1.70	1.70
	<u>5.00</u>	<u>4.70</u>	<u>4.70</u>
<b>Recreation</b>			
Manager	1.00	1.00	1.00
Recreation Services Supervisors	2.00	2.00	2.00
Office Supervisor	0.00	0.00	0.00
Administrative Services Supervisor	1.00	1.00	1.00
Program Administrators	2.30	2.30	2.30
Recreation Program Assistant	0.00	0.00	1.00 <sup>1</sup>
Program Coordinator	2.50	2.50	2.50
Farm Caretaker	0.63	0.63	0.63
Administrative Assistant I	0.40	0.40	0.40
Van Driver	1.25	1.25	1.25
Nutrition Assistant	0.63	0.63	0.63
	<u>11.71</u>	<u>11.71</u>	<u>12.71</u>
<b>Operations</b>			
Manager III	1.00	1.00	1.00
Manager I	0.00	0.00	0.00
Supervisor	2.00	2.00	2.00
Lead Maintenance Worker	4.00	4.00	4.00
Administrative Assistant	0.90	0.90	0.90
Maintenance Technician	10.34	10.34	10.34
	<u>18.24</u>	<u>18.24</u>	<u>18.24</u>
<b>TOTAL FTEs</b>	34.95	34.65	35.65
<b>SUPPLEMENTAL FTEs</b>	12.75	12.75	12.75 <sup>2</sup>

1. Proposed funding eliminated, but department has discretion to manage within its spending limit, which may affect the status of this position.

2. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

# STAFFING AUTHORIZATION

## Planning and Community Development Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Administration</b>			
Planning Director	1.00	1.00	1.00
Business Operations Manager	1.00	1.00	1.00
Administrative Assistant	1.88	1.88	1.88
	<u>3.88</u>	<u>3.88</u>	<u>3.88</u>
<b>Community Services</b>			
Human Services Manager	1.00	1.00	1.00
Planner	0.22	0.22	0.22
	<u>1.22</u>	<u>1.22</u>	<u>1.22</u>
<b>Development Review</b>			
Deputy Planning Director	1.00	1.00	1.00
Development Review Manager	1.00	1.00	1.00
Planner	7.55	7.55	8.55 <sup>1</sup>
Administrative Assistant	1.00	1.00	1.00
Office Technician	1.00	1.00	1.00
	<u>11.55</u>	<u>11.55</u>	<u>12.55</u>
<b>Code Enforcement</b>			
Code Enforcement Officer	2.00	2.00	2.00
	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Building</b>			
Building Official	1.00	1.00	1.00
Building Inspector Supervisor	1.00	1.00	1.00
Building Inspector	7.00	6.00	6.00
Permit Center Supervisor	1.00	1.00	1.00
Permit Technician	3.75	3.75	3.75
Systems Support Coordinator	1.00	1.00	1.00
Plans Examiner	5.00	4.00	4.00
Engineer	1.00	1.00	1.00
Permit Coordinator	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
	<u>22.75</u>	<u>20.75</u>	<u>20.75</u>



## STAFFING AUTHORIZATION

### Planning and Community Development Department, continued

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Comprehensive Planning</b>			
Comprehensive Planning Manager	1.00	1.00	1.00
GIS Analyst	0.75	0.75	1.00 <sup>1</sup>
Planner	5.50	5.50	4.82 <sup>1</sup>
	<u>7.25</u>	<u>7.25</u>	<u>6.82</u>
<b>TOTAL FTEs</b>	48.65	46.65	47.22
<b>SUPPLEMENTAL FTEs</b>	0.27	0.27	0.27 <sup>2</sup>

1. 1 Planner returned to Development Review from Comprehensive Planning in 2006. Added 0.25 GIS Analyst and 0.32 Planner to Comprehensive Planning in 2007 with \$0 impact.

2. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

# STAFFING AUTHORIZATION

## Police Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Commissioned</b>			
Chief of Police	1.00	1.00	1.00
Assistant Chief	1.00	1.00	1.00
Operations Commander	3.00	3.00	3.00
Administrative Commander	1.00	1.00	1.00
Operations Support Commander	1.00	1.00	1.00
Crime Prevention Officer	1.00	1.00	1.00
DARE/SRO Officer	3.00	3.00	3.00
Training Officer	1.00	1.00	1.00
Detective	6.00	6.00	6.00
K-9 Officer	1.00	1.00	1.00
Patrol Officer	39.00	39.00	39.00
Lieutenant	9.00	9.00	9.00
Special Investigator	1.00	1.00	1.00
Traffic Officer	8.00	8.00	8.00
	<u>76.00</u>	<u>76.00</u>	<u>76.00</u>
<b>Civilian</b>			
Communications Dispatcher	13.00	13.00	13.00
Lead Dispatcher	2.00	2.00	2.00
Communications Supervisor	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00
Admin. Assistant	1.50	1.50	1.50
Tech. Systems Coordinator	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00
Police Support Officer	4.00	4.00	4.00
Volunteer Program Coordinator	1.00	1.00	1.00
Records Supervisor	1.00	1.00	1.00
Records Specialist	5.00	5.00	5.00
Evidence Technician	1.00	1.00	1.00
Legal Advocate	1.00	1.00	1.00
Records Specialist (Investigations)	1.00	1.00	1.00
	<u>34.50</u>	<u>34.50</u>	<u>34.50</u>
New positions (commissioned and civilian)	0.00	0.00	5.00 <sup>1</sup>
<b>TOTAL FTEs</b>	110.50	110.50	115.50
<b>SUPPLEMENTAL FTEs</b>	0.33	0.33	0.33 <sup>2</sup>

1. Proposed funding reduced and changed to one-time money, but department has discretion to manage within its spending limit, which may affect the status of this positions.

2. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

# STAFFING AUTHORIZATION

## Public Works Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Financial and Administrative Services</b>			
Director	1.00	0.50	0.50
Manager V	0.00	0.00	0.00
Assistant Director	1.00	0.50	0.50
Property Manager	0.20	0.20	0.20
Supervisor III	0.00	0.00	0.00
Business Operations Manager	0.48	0.48	0.48
Analyst III	0.00	0.00	0.00
Management Analyst	0.48	0.48	1.11 <sup>1</sup>
Administrative Assistant IV	0.00	0.00	0.00
Office Technician I	0.00	0.00	0.00
Financial Technician Senior	1.63	1.63	0.00 <sup>1</sup>
Management Analyst Associate	0.00	0.00	1.00 <sup>1</sup>
Administrative Assistant II	1.38	0.55	0.55
Administrative Assistant I	0.58	0.58	0.00 <sup>1</sup>
	<hr/> 6.75	<hr/> 4.92	<hr/> 4.34
<b>Construction</b>			
Administrative Specialist	1.00	1.00	0.79 <sup>1</sup>
Engineer Senior	4.00	4.00	3.00 <sup>1</sup>
Engineering Manager	1.00	0.70	0.70
Inspector II	4.00	3.00	3.00
Inspector IV	0.00	0.00	0.00
Administrative Assistant	1.00	0.00	0.79 <sup>1</sup>
Engineer Senior	1.00	0.80	0.80
Lead Construction Inspector	3.00	3.00	3.00
	<hr/> 15.00	<hr/> 12.50	<hr/> 12.08

# STAFFING AUTHORIZATION

## Public Works Department, continued

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Transportation</b>			
Engineering Manager	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Program Administrator	1.00	1.00	1.00
Program Coordinator	1.00	1.00	1.00
Engineer II	0.00	0.00	0.00
Engineer	2.00	2.00	1.00 <sup>1</sup>
Engineer Senior	2.00	2.00	1.00 <sup>1</sup>
Engineer Technician	1.00	1.00	1.00
Engineer Technician Senior	2.00	2.00	1.00 <sup>1</sup>
Manager I	0.00	0.00	0.00
Planner Senior	1.00	1.00	1.00
	<u>12.00</u>	<u>12.00</u>	<u>9.00</u>
<b>Traffic Operations</b>			
Engineering Manager	0.00	0.00	1.00 <sup>1</sup>
Engineer Senior	0.00	0.00	1.00 <sup>1</sup>
Engineer	0.00	0.00	1.00 <sup>1</sup>
Engineer Technician Senior	0.00	0.00	1.00 <sup>1</sup>
Lead Traffic Signal Technician	0.00	0.00	2.00 <sup>1</sup>
Traffic Signal Technician	0.00	0.00	2.00 <sup>1</sup>
	<u>0.00</u>	<u>0.00</u>	<u>8.00</u>
<b>Engineering Design</b>			
Engineering Manager	1.00	1.00	1.00
Engineer Senior	1.00	1.00	1.00
Engineer Technician II	0.00	0.00	0.00
Engineer Technician	2.00	1.00	1.00
Engineer Technician Senior	1.00	2.00	1.00 <sup>1</sup>
Engineer	0.00	0.00	1.00 <sup>1</sup>
Administrative Assistant	0.50	0.25	0.25
	<u>5.50</u>	<u>5.25</u>	<u>5.25</u>

# STAFFING AUTHORIZATION

## Public Works Department, continued

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>MOC/Building Maintenance</b>			
Administrative Assistant	0.16	0.16	0.16
Facilities Maintenance Manager	1.00	1.00	1.00
Maintenance Technician	5.00	5.00	5.00
Lead Maintenance Worker	1.00	1.00	1.00
Maintenance Manager	0.17	0.17	0.17
Assistant Maintenance Manager	0.17	0.17	0.05 <sup>1</sup>
Department Administrative Coordinator	0.17	0.17	0.17
	<hr/> 7.67	<hr/> 7.67	<hr/> 7.55
<b>Transportation Operations</b>			
Lead Maintenance Technician	2.00	2.00	2.00
Lead Traffic Signal Technician	2.00	2.00	0.00 <sup>1</sup>
Maintenance Technician	6.00	6.00	6.00
Maintenance Operations Supervisor - Streets	1.00	1.00	1.00
Traffic Signal Technician	1.00	1.00	0.00 <sup>1</sup>
Maintenance Manager	0.17	0.17	0.17
Assistant Maintenance Manager	0.16	0.16	0.05 <sup>1</sup>
Administrative Assistant	0.17	0.17	0.17
Department Administrative Coordinator	0.17	0.17	0.17
	<hr/> 12.67	<hr/> 12.67	<hr/> 9.56
<b>TOTAL FTEs</b>	59.59	55.01	55.78
<b>SUPPLEMENTAL FTEs</b>	1.73	1.73	1.73 <sup>2</sup>

1. Positions created/increased/reduced through reorganization.

2. Supplemental FTE estimate based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

**STAFFING AUTHORIZATION**  
**Recreation Activity Fund**  
**Parks and Recreation Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
Office Supervisor	0.00	0.00	0.00
Program Administrator	3.80	3.80	3.80
Administrative Assistant I	1.60	1.60	1.60
Recreation Program Coordinator	1.26	1.26	2.26 <sup>1</sup>
Farm Caretaker	0.38	0.38	0.38
Office Technician II	1.00	1.00	1.00
Preschool Instructor	0.88	0.88	0.88
Assistant Preschool Teacher	0.00	0.00	0.00
<b>TOTAL FTEs</b>	8.92	8.92	9.92
<b>SUPPLEMENTAL FTEs</b>	11.15	11.15	11.15 <sup>2</sup>

1. New position approved and funded in the 2007-08 Budget.

2. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

## STAFFING AUTHORIZATION

Arts Activity Fund

Parks and Recreation Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Administration</b>			
Arts Program Administrator	<u>0.52</u>	<u>0.52</u>	<u>0.52</u>
<b>TOTAL FTEs</b>	0.52	0.52	0.52
<b>SUPPLEMENTAL FTEs</b>	0.07	0.07 <sup>1</sup>	0.07 <sup>1</sup>

1. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

**STAFFING AUTHORIZATION**  
**Parks Maintenance and Operations Fund**  
**Parks and Recreation Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
Lead Maintenance Worker	1.00	1.00	1.00
Administrative Assistant	0.10	0.10	0.10
Office Assistant	0.63	0.63	0.63
Maintenance Technician	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
<b>TOTAL FTEs</b>	6.73	6.73	6.73
<b>SUPPLEMENTAL FTEs</b>	3.53	3.53 <sup>1</sup>	3.53 <sup>1</sup>

1. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).



## STAFFING AUTHORIZATION

### Operating Grants Fund

### Planning Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Community Affairs</b>			
Planner	2.00	2.00	2.00
Planning Technician	1.25	1.25	1.25
	<u>3.25</u>	<u>3.25</u>	<u>3.25</u>
<b>TOTAL FTEs</b>	3.25	3.25	3.25
<b>SUPPLEMENTAL FTEs</b>	0.00	0.00	0.00 <sup>1</sup>

1. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

**STAFFING AUTHORIZATION**  
**Human Services Grant Fund**  
**Planning Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
<b>Housing and Community Development</b>			
Planner	0.34	0.34	0.34
	<hr/> 0.34	<hr/> 0.34	<hr/> 0.34
<b>TOTAL FTEs</b>	0.34	0.34	0.34
<b>SUPPLEMENTAL FTEs</b>	0.00	0.00	0.00 <sup>1</sup>

1. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

**STAFFING AUTHORIZATION**  
**Advanced Life Support (ALS) System**  
**Fire Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
<b>Fire</b>			
Medical Services Administrator	1.00	1.00	1.00
Medical Services Officers	3.00	3.00	3.00
Paramedics	21.00	28.00	28.00
Administrative Assistant	1.00	1.00	1.00
<b>TOTAL FTEs</b>	26.00	33.00	33.00

## STAFFING AUTHORIZATION

Solid Waste/Recycling Fund

Public Works Department

	2003-2004	2005-2006	2007-2008
Position	Budget	Budget	Budget
Public Works Director	0.00	0.10	0.10
Program Administrator	1.38	1.38	1.38
Administrative Services Supervisor	0.63	0.53	0.53
Office Technician II	0.00	0.00	0.00
Engineering Manager	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
<b>TOTAL FTEs</b>	2.26	2.26	2.26
<b>SUPPLEMENTAL FTEs</b>	0.43	0.43	0.43 <sup>1</sup>

1. Supplemental FTE estimate based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

## STAFFING AUTHORIZATION

### Water/Wastewater Operations and Maintenance Fund Public Works Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Water Administration</b>			
Public Works Director	0.00	0.09	0.09
Assistant Director	0.00	0.18	0.18
Engineering Manager	0.00	0.09	0.09
Senior Engineer	0.00	0.05	0.03 <sup>1</sup>
Business Operations Manager	0.19	0.21	0.20 <sup>1</sup>
Management Analyst	0.19	0.21	0.21
Administrative Services Manager	0.07	0.07	0.07
Analyst III	0.00	0.00	0.00
Administrative Assistant	0.08	0.08	0.02 <sup>1</sup>
Administrative Specialist	0.25	0.13	0.14 <sup>1</sup>
	<u>0.78</u>	<u>1.11</u>	<u>1.03</u>
<b>Water Operations</b>			
Lead Maintenance Worker	1.00	1.00	1.00
Lead Water Quality Technician	1.60	1.60	1.40 <sup>1</sup>
Maintenance Technician	8.15	8.15	7.85 <sup>1</sup>
Water Quality Technician	1.00	1.00	1.00
Maintenance Operations Supervisor	1.00	1.00	0.85 <sup>1</sup>
Department Administrative Coordinator	0.16	0.16	0.14 <sup>1</sup>
Maintenance Manager	0.16	0.16	0.14 <sup>1</sup>
Assistant Maintenance Manager	0.17	0.17	0.06 <sup>1</sup>
Administrative Assistant	0.17	0.17	0.15 <sup>1</sup>
	<u>13.41</u>	<u>13.41</u>	<u>12.57</u>
<b>Wastewater Administration</b>			
Public Works Director	0.00	0.08	0.08
Assistant Director	0.00	0.19	0.19
Engineering Manager	0.00	0.08	0.08
Senior Engineer	0.00	0.05	0.03 <sup>1</sup>
Business Operations Manager	0.19	0.21	0.19 <sup>1</sup>
Management Analyst	0.18	0.21	0.21
Administrative Services Supervisor	0.06	0.06	0.06
Analyst III	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.01 <sup>1</sup>
Administrative Specialist	0.00	0.12	0.13 <sup>1</sup>
	<u>0.43</u>	<u>1.00</u>	<u>0.98</u>

## STAFFING AUTHORIZATION

### Water/Wastewater Operations and Maintenance Fund, continued Public Works Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Wastewater Operations</b>			
Lead Maintenance Worker	0.80	0.80	0.70 <sup>1</sup>
Maintenance Technician	7.95	7.95	7.55 <sup>1</sup>
Maintenance Operations Supervisor	1.00	1.00	0.85 <sup>1</sup>
Department Administrative Coordinator	0.17	0.17	0.15 <sup>1</sup>
Maintenance Manager	0.16	0.16	0.14 <sup>1</sup>
Assistant Maintenance Manager	0.17	0.17	0.06 <sup>1</sup>
Administrative Assistant	0.17	0.17	0.15 <sup>1</sup>
	<u>10.42</u>	<u>10.42</u>	<u>9.58</u>
<b>Natural Resources</b>			
Engineering Manager	0.25	0.25	0.25
Senior Engineer	0.00	0.25	0.25
Engineer	1.00	1.00	1.00
Engineering Technician	1.00	1.00	2.00 <sup>1</sup>
Program Administrator	1.00	1.00	1.00
	<u>3.25</u>	<u>3.50</u>	<u>4.50</u>
<b>Water/Wastewater Engineering</b>			
Engineering Manager	1.00	1.00	0.95 <sup>1</sup>
Engineer Senior	0.00	0.00	2.00 <sup>1</sup>
Administrative Assistant	0.00	0.25	0.95 <sup>1</sup>
Engineering Technician III	0.00	0.00	0.00
Engineering Technician Senior	1.00	1.00	1.00
	<u>2.00</u>	<u>2.25</u>	<u>4.90</u>

## STAFFING AUTHORIZATION

### Water/Wastewater Operations and Maintenance Fund, continued Public Works Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Water/Wastewater Development Services Review</b>			
Development Services Manager	0.00	0.00	0.00
Administrative Assistant	0.25	0.50	0.30 <sup>1</sup>
Engineering Manager	0.50	0.50	0.30 <sup>1</sup>
Engineer Senior	1.00	1.00	1.50 <sup>1</sup>
Inspector II (Construction)	2.00	2.00	2.00
Department Administrative Coordinator	1.00	1.00	0.95 <sup>1</sup>
Administrative Assistant	0.09	0.09	0.00 <sup>1</sup>
Engineer	2.00	2.00	1.00 <sup>1</sup>
Engineering Technician	0.00	0.00	0.00
	<u>6.84</u>	<u>7.09</u>	<u>6.05</u>
<b>TOTAL FTEs</b>	37.13	38.78	39.60
<b>SUPPLEMENTAL FTEs</b>	1.18	1.18	1.18 <sup>2</sup>

1. Positions created/increased/reduced through reorganization.

2. Supplemental FTE estimate based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

**STAFFING AUTHORIZATION**  
**UPD Operations and Maintenance Fund**  
**Public Works Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
Public Works Director	0.00	0.03	0.03
Assistant Director	0.00	0.03	0.03
Maintenance Manager	0.00	0.00	0.05 <sup>1</sup>
Assistant Maintenance Manager	0.00	0.00	0.05 <sup>1</sup>
Maintenance Operations Supervisor	0.00	0.00	0.30 <sup>1</sup>
Department Administrative Coordinator	0.00	0.00	0.10 <sup>1</sup>
Engineering Manager	0.00	0.03	0.28 <sup>1</sup>
Engineer Senior	2.00	2.00	0.55 <sup>1</sup>
Inspector II (Construction Division)	1.00	0.10	1.00 <sup>1</sup>
Maintenance Technician	2.00	2.00	3.00 <sup>1</sup>
Administrative Assistant	0.75	0.75	0.35 <sup>1</sup>
Administrative Specialist	0.00	0.00	0.07 <sup>1</sup>
Engineering Technician III	1.00	1.00	0.07 <sup>1</sup>
Business Operations Manager	0.04	0.00	0.03 <sup>1</sup>
Management Analyst	<u>0.05</u>	<u>0.00</u>	<u>0.03 <sup>1</sup></u>
<b>TOTAL FTEs</b>	6.84	5.94	5.94
<b>SUPPLEMENTAL FTEs</b>	0.00	0.00	0.00 <sup>2</sup>

1. Positions created/increased/reduced through reorganization.

2. Supplemental FTE estimate based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).



## STAFFING AUTHORIZATION

### Stormwater Management Fund

### Public Works Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Operations</b>			
Maintenance Operations Supervisor	1.00	1.00	1.00
Administrative Assistant	0.16	0.16	0.16
Department Administrative Coordinator	0.17	0.17	0.17
Maintenance Manager	0.17	0.17	0.17
Assistant Maintenance Manager	0.17	0.17	0.08 <sup>1</sup>
Lead Maintenance Technician	1.00	1.00	1.00
Maintenance Technician	11.50	11.50	11.50
	<u>14.17</u>	<u>14.17</u>	<u>14.08</u>
<b>Stormwater Development Review</b>			
Development Services Manager	0.00	0.00	0.00
Administrative Assistant	0.25	0.15	0.00 <sup>1</sup>
Engineering Manager	0.50	0.50	0.50
Engineer Senior	0.00	1.00	1.28 <sup>1</sup>
Engineer Technician I	0.63	0.00	0.00
Administrative Assistant	0.13	0.53	0.40 <sup>1</sup>
	<u>1.51</u>	<u>2.18</u>	<u>2.18</u>

**STAFFING AUTHORIZATION**  
**Stormwater Management Fund, continued**  
**Public Works Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
<b>Natural Resources and Stormwater Engineering</b>			
Public Works Director	0.00	0.20	0.20
Assistant Director	0.00	0.10	0.10
Engineering Manager	0.00	0.10	0.10
Engineer Senior	0.00	0.10	0.10
Engineering Manager	0.50	0.50	0.50
Program Administrator	1.75	2.25	2.43 <sup>1</sup>
Administrative Services Supervisor	0.24	0.34	0.34
Engineer	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Planner Senior	1.00	1.00	1.00
Engineering Technician	0.00	1.00	1.00
Illicit Discharge Program Manager	0.00	1.00	1.00
Engineering Technician IV	2.00	0.00	0.00
Planner Associate	0.00	1.00	0.88 <sup>1</sup>
Engineering Technician	0.00	1.00	1.00
Engineering Technician	2.00	2.00	2.00
Analyst III	0.00	0.00	0.00
Business Operations Manager	0.10	0.10	0.10
Management Analyst	0.10	0.10	0.32 <sup>1</sup>
Administrative Assistant	0.12	0.12	0.13 <sup>1</sup>
Administrative Specialist	0.00	0.20	0.32 <sup>1</sup>
Engineering Technician II	0.00	0.00	0.00
Engineer IV	1.00	0.00	0.00
	<hr/> 10.81	<hr/> 13.11	<hr/> 13.51
<b>TOTAL FTEs</b>	26.49	29.46	29.77
<b>SUPPLEMENTAL FTEs</b>	2.01	2.01	2.01 <sup>2</sup>

1. Positions created/increased/reduced through reorganization.

2. Supplemental FTE estimate based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

## STAFFING AUTHORIZATION

### Fleet Maintenance Fund Public Works Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Operations</b>			
Fleet manager	1.00	1.00	0.00 <sup>1</sup>
Maintenance Manager	0.17	0.17	0.17
Maintenance Manager	0.16	0.16	0.66 <sup>1</sup>
Administrative Assistant	0.17	0.17	0.17
Department Administrative Coordinator	0.16	0.16	0.16
Maintenance Technician	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00
Senior Mechanic	2.00	2.00	2.00
	<u>6.66</u>	<u>6.66</u>	<u>6.16</u>
<b>TOTAL FTEs</b>	6.66	6.66	6.16
<b>SUPPLEMENTAL FTEs</b>	0.12	0.12	0.12 <sup>2</sup>

1. Positions created/increased/reduced through reorganization.

2. Supplemental FTE estimate based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

**STAFFING AUTHORIZATION**  
**Insurance Claims and Reserve Fund**  
**Finance Department**

<b>Position</b>	<b>2003-2004 Budget</b>	<b>2005-2006 Budget</b>	<b>2007-2008 Budget</b>
Risk Manager	1.00	1.00	1.00
Senior Risk Coordinator	1.00	0.80	0.80
Safety Administrator	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>TOTAL FTEs</b>	3.00	2.80	2.80
<b>SUPPLEMENTAL FTEs</b>	0.00	0.00	0.00 <sup>1</sup>

1. Supplemental FTE estimates based on supplemental budgets, average hourly rates (varies by year) and standard full time hours per year (2,080).

# STAFFING AUTHORIZATION

## Information Technology Fund

### Finance Department

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
Information Services Manager	1.00	1.00	1.00
Application Services Manager	1.00	1.00	1.00
Support Services Manager	1.00	1.00	1.00
Network Services Manager	1.00	1.00	1.00
Database/GIS Manager	1.00	1.00	1.00
GIS Database Analyst	2.00	2.00	2.00
GIS Programmer Analyst	1.00	1.00	1.00
GIS Technicians	4.00	4.00	4.00
Information Services Consultant II	0.00	0.00	0.00
Information Services Consultant III	0.00	0.00	0.00
Information Services Consultant IV	0.00	0.00	0.00
Systems Support Specialist	2.00	2.00	3.00 <sup>1</sup>
Senior Programmer Analyst	2.00	2.00	2.00
Senior Systems Analyst	2.00	2.00	2.00
Network Systems Engineer	1.00	1.00	1.00
Network Analyst	1.00	1.00	1.00
Telecommunications Coordinator	1.00	1.00	1.00
<b>TOTAL FTEs</b>	21.00	21.00	22.00
<b>SUPPLEMENTAL FTEs</b>	0.00	0.00	0.00 <sup>2</sup>

1. Proposed funding eliminated, but department has discretion to manage within its spending limit, which may affect the status of this position.

# STAFFING AUTHORIZATION

## Capital Investment Program

Position	2003-2004 Budget	2005-2006 Budget	2007-2008 Budget
<b>Public Works</b>			
Administrative Assistant 1	1.00	0.00	0.00
Engineer Senior	4.00	6.75	6.75
Engineer IV	2.00	0.00	0.00
Inspector II	3.00	2.40	2.00 <sup>1</sup>
Engineering Tech I	0.37	0.00	0.00
Engineering Tech III	1.00	1.00	1.00
Engineering Tech IV	1.00	1.00	1.00
Engineer III	1.00	0.00	0.00
Real Property Manager	0.80	0.80	0.80
Program Administrator 1	0.50	0.00	0.00
	<u>14.67</u>	<u>11.95</u>	<u>11.55</u>
<b>Planning</b>			
Planner	0.00	0.00	0.00
<b>Parks</b>			
Senior Planner	0.00	0.30	0.30
Budget Analyst	1.00	1.00	1.00
	<u>1.00</u>	<u>1.30</u>	<u>1.30</u>
<b>TOTAL FTEs</b>	15.67	13.25	12.85

1. Positions created/increased/reduced through Public Works reorganization.